

**DISTRICT PERSONNEL MANUAL  
TRANSMITTAL SHEET  
NUMBER 218**

The attached pages replace the rules in Part I of DPM Chapter 10, Executive Service, of Title 6 of Subtitle B of the District of Columbia Municipal Regulations (contained in Chapter 10 of the Electronic-District Personnel Manual). These rules are being replaced because of final rules that were adopted and published in the D.C. Register (DCR) on August 22, 2014 (61 DCR 008761). The main purpose of the rules are to amend the chapter to: (1) amend Sections 1000 (*Executive Service*) and 1001 (*Executive Service Pay Plan*) to add language freezing the salaries of incumbents occupying the Chief of the Metropolitan Police Department, Chief of Fire and Emergency Medical Services Department, Chancellor of the District of Columbia Public Schools, and Director of the Department of Forensic Science positions; (2) to add Section 1004 (*Employment Contract*) to require that employment contracts with subordinate agency head be consistent with existing laws and that they be posted on the DCHR's website within thirty (30) days of signing. The employment contracts must also be submitted to the D.C. Council with the transmittal of the nomination of the subordinate agency head; (3) amend Section 1009 (*Universal Leave*) to reduce the amount of hours a subordinate agency head in the Executive Service can be charged universal leave for any absence less than 8 hours to 2 hours, and convert the number of days referenced in the section to hours; and (4) amend Sections 1010 (*Retirement Benefits*) and 1011 (*Life Insurance Benefits*) to add language on these benefits. The entire chapter is being provided for your convenience.

**NOTE:** *After filing the attached page as indicated below, this transmittal form (along with earlier transmittal forms) should be filed behind the cover sheet for Part III, Chapter 1, of the DPM.*

**MAKE THE FOLLOWING CHANGES TO PART I OF  
DPM CHAPTER 10, EXECUTIVE SERVICE**

REMOVE THESE PAGES	INSERT THESE PAGES
10-I-i through 10-I-7 (Transmittal No. 116, September 21, 2004)	10-I-i, through 10-I-12

September 10, 2014  
Date

  
Shawn Y. Stokes  
Director

Attachment